



## FINANCE COMMITTEE

JUNE 1, 2009

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### MINUTES

#### I. CALL TO ORDER

Chair Nancy Backus called the meeting to order at 6:30 p.m. in the Council Conference Room at Auburn City Hall, located at 25 West Main Street in Auburn. Chair Backus, Vice Chair Peloza and Member Norman were present. Present during the meeting were Mayor Peter B. Lewis, Assistant City Attorney Steven Gross, Chief of Police Jim Kelly, Finance Director Shelley Coleman, Emergency Preparedness Manager Sarah Miller, Planning, Building and Community Director Cindy Baker, Human Services Manager Michael Hursh, and City Clerk Danielle Daskam.

#### II. APPROVAL OF MINUTES

##### A. Minutes of the May 18, 2009 Finance Committee meeting.

Vice Chair Peloza moved to approve the May 18, 2009 minutes. Chair Backus concurred.

MOTION CARRIED. 2-0. Member Norman abstained.

#### III. CONSENT ITEMS

##### A. Vouchers

##### 1. Claims

F4.9.5

Claims check numbers 385596 through 385897 in the amount of \$1,468,125.01 and one wire transfer in the amount of \$166,165.48 and dated June 1, 2009.

##### 2. Payroll

F4.9.2

Payroll check numbers 526535 to 526647 in the amount of \$385,562.86 and electronic deposit transmissions in the

amount of \$1,232,976.57 for a grand total of \$1,618,539.43 for the pay period covering May 14, 2009 to May 27, 2009.

Committee members reviewed the consent items and briefly discussed claims vouchers 385637, 385750, 385792, 385814, 385831, 385861 and 385866.

Vice Chair Pelosa moved and Member Norman seconded to approve the consent items.

MOTION CARRIED. 3-0.

#### **IV. ORDINANCES AND RESOLUTIONS**

##### **A. Ordinances**

###### **1. Ordinance No. 6240**

F2.4.9 LID 350

An Ordinance relating to Local Improvement District No. 350; fixing the amount, form, date, interest rate and maturity of the Local Improvement District No. 350 installment note; providing for the purchase of such note by the City from funds on deposit in the Capital Projects Fund; and fixing the interest rate on Local Improvement District No. 350 assessment installments

Finance Director Coleman presented Ordinance No. 6240. Ordinance No. 6240 relates to fixing the amount, form, date, interest rate and maturity of the LID installment note, provides for the purchase of the note by the City from the Capital Projects Fund and fixes the rate of interest on the LID installments.

Vice Chair Pelosa moved and Member Norman seconded to approve and forward Ordinance No. 6240 to the full Council.

MOTION CARRIED. 3-0.

##### **B. Resolutions**

###### **1. Resolution No. 4480**

F5.4.11

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Auburn City Council to accept federal grant funds from the Department of Energy, under the American Recovery and Reinvestment Act

Committee members reviewed Resolution No. 4480.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4480 to the full Council.

MOTION CARRIED. 3-0.

**2. Resolution No. 4483**

F5.4.11

A Resolution of the City Council of the City of Auburn, Washington, encouraging economic renewal efforts

Committee members reviewed Resolution No. 4483.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4483 to the full Council.

MOTION CARRIED. 3-0.

**3. Resolution No. 4493**

A3.16.12

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute an agreement between the City of Auburn and General Code, LLC for purchase, installation, and training on, Novus Agenda Management Software

Committee members reviewed and spoke in favor of Resolution No. 4493 and the merits of agenda management software.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4493 to the full Council.

MOTION CARRIED. 3-0.

**4. Resolution No. 4495**

F5.2.15, O4.4.9.4

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to accept grant funds from the Washington State Department of Transportation Aviation Division in the amount of Twenty Six Thousand Three Hundred Thirty-three Dollars and Fifty-two Cents (\$26,333.52) which represents 2-1/2% match of funds needed for Phase 1 of the taxiway alterations and improvements project

Finance Director Coleman presented Resolution No. 4495 which accepts a grant from the State Department of Transportation Aviation Division for taxiway alterations and improvements. The project is funded by a federal grant for ninety-five percent of the costs and a state grant for two and one-half percent matching grant leaving the City's share of two and one-half percent.

Vice Chair Peloza moved and Member Norman seconded to approve and forward Resolution No. 4495 to the full Council.

MOTION CARRIED. 3-0.

## **V. DISCUSSION ITEMS**

### **A. Transition from D.A.R.E. to G.R.E.A.T. Programs**

Chief Kelly reviewed the proposed transition of the DARE program to the Gang Resistance Education and Training (GREAT) program. The program is designed to educate middle school (6<sup>th</sup> and 7<sup>th</sup> grade) students. The goals of the program include helping students avoid gang membership, prevent violence or other criminal activity, and develop a positive relationship with the police. The GREAT program would retain a drug resistance component. The GREAT program will be implemented in September at the beginning of the new school year. Chief Kelly stated that two officers are slated to be certified as GREAT instructors. The Auburn School Board is expected to approve the program.

Chief Kelly stated the program appears to be cost neutral so long as the City retains one instructor. Chief Kelly advised that the Auburn Police Department is pursuing Department of Justice grant funds to fund the GREAT program.

### **B. Resolution No. 4490**

O4.4.7

A Resolution of the City Council of the City of Auburn, Washington, authorizing acceptance of a State of Washington, Department of Ecology Coastal Protection Grant in the amount of \$23,610 in support of the Mary Olson Farm

Committee members reviewed Resolution No. 4490.

**C. Resolution No. 4492**

O3.11

A Resolution of the City Council of the City of Auburn, Washington, relating to the amendment of the 2008 Annual Action Plan Update of the Consolidated Plan

This item was discussed following Item IV.B.3 of these minutes.

Human Services Manager Hursh presented Resolution No. 4492. The United States Department of Housing and Urban Development (HUD) has advised that the City will receive \$108,877 in federal stimulus funds via the Community Development Block Grant entitlements. HUD requires a public comment process and amendment of the City's annual action plan prior to receipt of the federal CDBG-Recovery funds.

**D. Quarterly Report**

Committee members reviewed the first quarter 2009 revenue and expenditure reports.

**E. Resolution No. 4485**

F5.4

A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the State of Washington, Military Department as reimbursement from the Federal Emergency Management Agency and the State of Washington for expenses incurred by the City of Auburn during the December 2008 and January 2009 winter storm

Committee members reviewed Resolution No. 4485.

**F. Resolution No. 4486**

F5.4

A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the State of Washington, Military

Department as reimbursement from the Federal Emergency Management Agency and the State of Washington for expenses incurred by the City of Auburn during the January 2009 storm event

Committee members reviewed Resolution No. 4486.

**G. Resolution No. 4487**

F5.2

A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the Washington State Military Department in the amount of One Hundred Forty Three Thousand Five Hundred Fifty-three Dollars (\$143,553.00) from the United States Department of Homeland Security Emergency Management Performance Grant Program, and authorizing the Mayor and City Clerk to execute the necessary agreements to accept said funds

Committee members reviewed Resolution No. 4487.

**H. Resolution No. 4488**

F5.2

A Resolution of the City Council of the City of Auburn, Washington, authorizing the acceptance of a grant from the King County Office of Emergency Management in the amount of Twenty Three Thousand Five Hundred Nine-one Dollars and Fifty-eight Cents (\$23,591.58)

Committee members reviewed Resolution No. 4488.

**I. Resolution No. 4489**

F5.2.18

A Resolution of the City Council of the City of Auburn, Washington, authorizing the acceptance of a grant from the Washington Service Corps to provide a full-time member to the City of Auburn, and authorizing the Mayor and City Clerk to execute the necessary agreements to accept said member

Committee members reviewed Resolution No. 4489.

**VI. ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 7:08 p.m.

APPROVED THE \_\_\_\_\_ DAY OF JUNE 2009.

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Nancy Backus, Chair

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Danielle Daskam, City Clerk